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*Vocational Agriculture: *Worksheets

ABSTPACT

This set of 33 skill sheets for agricultural mechanics was developed for use in high school and vocational school agricultural mechanics programs. Some sheets teach operational procedures while others are for simple projects. Each skill sheet covers a single topic and includes: (1) a diagram, (2) a step-by-step construction or operational procedure, (3) abilities and understandings taught, (4) materials needed, and (5) an evaluation score sheet. These skill sheets can be used in conjunction with the following instructional areas related to small engines and tractor power: metals (cold or hot), electric motors, carpentry, basic electricity, automatic controls, metal and concrete construction, oxy-acetylene and arc welding, and agricultural machinery. (Author/BP)

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Additional copies of these "Skill Sheets for Agricultural Mechanics" at \$2.00 each from Dr. Thomas A. Hoerner, Agricultural Engineering Department, Iowa State University, Ames, Iowa 53010. Checks are to be made payable to the Agricultural Engineering Department.



SKILL SHEETS FOR AGRICULTURAL MECHANICS

These skill sheets were developed for use in the high school and vacational school agricultural mechanics programs. Their main purpose is teaching specific skills or abilities related to agricultural mechanics. Individual skills should be taught before students are allowed to work on larger approved type projects requiring numerous skills. Many of the skills in this set can become part of the required activities phase of the agricultural mechanics program.

It is suggested that the skill sheets be used with the following instructional units.

	Skill Sheets	Units
1.	Reading the Micrometer	Small Engines & Tractor Power
2.	Sharpening the Twist Drill Bit	Metals
3.	Cleaning and Servicing an Electric Motor	Electric Motors
4.	Tool Sharpening Gauge	Metals
5.	Cleaning a Paint Brush	Carpentry
6.	Concrete Float	Carpentry
7.	Nail and Tool Carrier	Carpentry
8.	Sharpening a Wood Chisel	Carpentry
9.	Shoe Scraper with Concrete Base	Metal & Concrete
10.	Servicing the Spark Plug	Tractor Power & Small Engines
11.	Extension Cord	Basic Electricity
12.	Magneto Coil-Condenser Tester	Tractor Power & Small Engines
13.	Sharpening a Plane Iron	Carpentry
14.	Fized Scoop	Cold Metals
15.	Cold Chisel	Hot Metals
16.	Drawbar Hitch Pin	Metals & Arc Welding
17.	Sawhorse	Carpentry
18.	Wiring the Time Delay Reley	Automatic Controls
19.	Rafter Layout	Carpentry
20.	Use of the Torque Wrench	Tractors, Ag Machinery & Small Engines
21.	Photoelectric Control	Automatic Controls
22.	Making Quality Welds	Arc Welding
23.	Tool Sharpening Gage	Metals
24.	Drill Bit, Bolt & Washer Gauge	Metals



25. Chipping Hammer

Metals

Units

		<u> </u>	
26.	Welded "C" Clamp	Metals & Arc Welding	
27.	The Electric Motor Nameplate	Electric Motors	
28.	Adjustable Safety Jack	Metals & Arc Welding	
29.	Funne1	Metals	
30.	Case Hardening of Mild Steel	Metals	
31.	Oxy-Acetylene Welding Equipment	Oxy-Acetylene	
32.	Braze Welding Mild Steel	Oxy-Acetylene	
33.	The Arc Welding Molten Pool	Arc Welding	

Skill Sheets

Each skill sheet consists of: (1) construction or operational procedures, (2) abilities and understandings taught (3) a plan or drawing, (4) materials needed and (5) an evaluation score sheet.

The skill sheets included in this set were asveloped by Gary McVey, Herbert Hansen, Donald Ahrens, John Pothoven and Thomas A. Hoerner, Agricultural Engineering Staff members at Iowa State University.

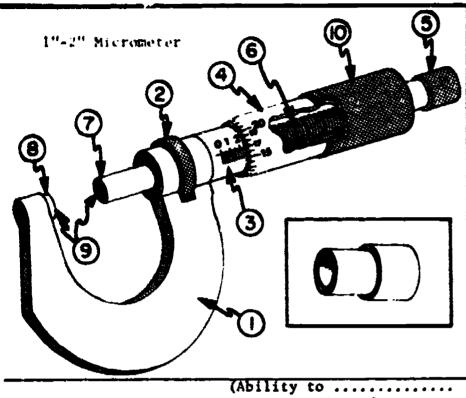


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READING THE MICROMETER

Part Identification:



Operation Teaches: (Understanding of

- 1. A. Identify the parts of the micrometer
- 1. U. The function of the various parts
- 3. U. The use of decimals and fractions in measurements
- 4. A. Convert fractions to decimals and decimals to fractions
- 5. A. Properly hold the micrometer
- 6. A. Feel a reading

Name:

- 7. A. Read the micrometer to the nearest one thousandths of an inch
- 8. A. Use the micrometer to measure flat, round or square stock

Evaluation Score Sheet:	<u>Poi</u>	<u>nts</u>
Item Po	ssib <u>le</u>	Earned
1. Micrometer part identification		
(2 points per correct item)	20	
2. Reading the micrometer	25	
3. Determining the difference in		
the measurements of the practice		
cylinder (3-c) (plus or minus		
.001'' = 30 pts., + or 002'' =		
20 pts., + or - $.003'' = 10$ pts.,		
greater than .004" off correct		
reading = 0 pts.)	30	
4. Determining the reading of the		
micrometer inserts (5 pts. each)	10	
5. Handling the micrometer	10	
6. Attitude and work habits		
Total	100	

Grade: _

•	6		
•	7	المتالك الشناء المراجع بيها فيها والمراجع	
·	8		
· ——		المتأد المتحدد	
·	10	•	
maratio	nal Procedure:		
		dentification sec	tion
	ng the microme		
		number of inches	that
ca	n be read with	the micrometer	
	lustrated to t		"
		i on the sleeve	_
	at the thimble		
	ssed, this ind		••
	mber of hundre		
		of full spaces	
_	-	the last numbered	
		d the thimble edg	,e ,,e
	d sultiply by	on the thimble	
		horizontal line	
	the sleeve an		
_	mber in thousa		**
	tal the valves		
		===	
		surements of the practice cylinder	
e 11e	tep machined,	micrometer list	•
		of the top step i	n
		oper measurement	
		verage of measure-	1
		points around the	
	ylinder	_	
b. De	termine the me	easurement of	
	ne lower step		
	btract the rea		
) from reading		
-		difference in	**
	nousandths of a	=	
		ings of the micro-	•
mete	rs shown below:	:	
0"-1"	Micrometer	B. 2"-3" Microme	eter
	0122 0	0123	
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I_I - (V-1)-/	24
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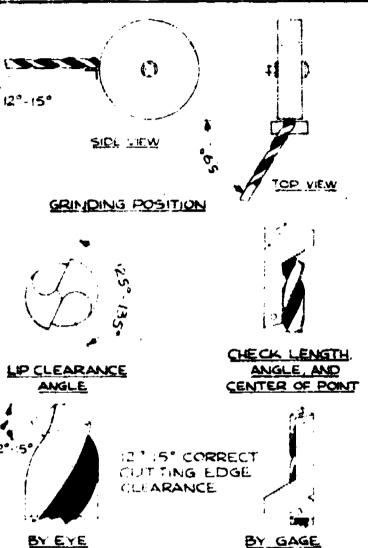
Materials:

1 - 1" - 2" micrometer

1 - two-step practice cylinder (top step between 1.75" and 2.00" lower step 1.25" to 1.75")

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SHARPENING THE TWIST DRILL BIT



GRINDING POSITION	Y /
25.	
J. G	CHECK LENGTH
LIP CLEARANCE ANGLE	ANGLE, AND CENTER OF POINT
2°-5° COR CUTTING E CLEARANCE	BY GAGE
Material: 1 - Dull dril	1 bit 3/8"-1/2"
•	ity to
Operation Teach is (Unde	
1. U. Correc grindin	g wheel for sharp

		(Ability to		
Operation Teaches (Understanding of				
1.	ti,	Correc grinding wheel for sharp		
		ening drill bits.		
2.	A.	Dress a grinding wheel		
3.	U_*	Drill bit types and sizes		

- Measurements to check when 4. U.
- sharpening a drill bit
- Make measurements on drill bit 5. A. with tool gauge
- o. A. Hold drill bit at 590 to grinding wheel face
- Sharpen drill bit to attain chisel 7. A. edge argle, 120-1359 and 12-159 lip clearance
- Secure bit in drill press chuck ۶. A.
- 9. A. Layout and center punch metal. 10. A. Secure metal in drill press vise
- Bore hole in mild steel

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Operational Procedures:

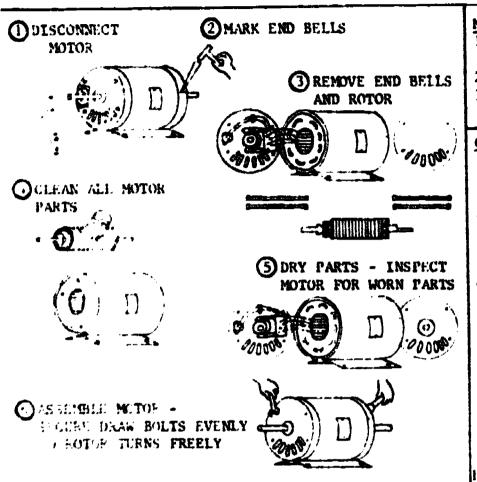
- 1. Dress grinding wheel with dressing tool
- 2. Hold drill bit against face of wheel at 590 angle on cutting lip
- 3. Carry drill bit up the wheel face by dropping end and rotating very slightly in clockwise direction
- 4. Make slow deliberate strokes, the full width of the cutting lip
- 5. Do not lower cutting lip below the horizontal position as this will round the cutting edge
- 6. When one lip is ground, rotate the drill onehalf turn and grind the other lip
- 7. Use tool gauge to check equal lengths of lips, 590 angle cutting lip and 12-150 lip clearance
- 8. Test bit by boring hole in mild steel plate
- 9. Stop while drilling, turn drill press in reverse direction to release drill bit from hole. Note depth of cut of each lip
- io. Make grinding corrections on drill bit as indicated by hole
- 11. Submit drill bit and metal for evaluation

Evaluation Score Sheet

		Points	
	<u>Item</u>	Possible	Earned
1.	Cutting lip angle 590	20	
	Cutting lips equal length	15	
	Lip clearance 12-150	15	
	Correct angle between dead center and cutting lip, chis-		
5.	edge angle, 120-1350 Smoothness of grinding sur	- 5	
	face, lip to heel Bit cuts spiral chips	10	
	Hole drilled is correct siz		
8,	Work habits and attitude	15	
	Total points		
	Name:		
	Date: Grad	e:	-

CLEANING AND SERVICING AN ELECTRIC MUTOR

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Materials

- l. An electric motor needing to be cleaned and serviced.
- . Tools for disassembling an electric motor
- A paint brush, motor cleaning solvent and pan to wash parts

Operation Teaches (Ability to . . .

(Understanding of . . .

- 1. A. disconnect a motor from an electrical source
- 2. A. correctly mark motor frame and end bells
- 3. U. importance of carefully removing the end bells so as to not damage leads or motor windings
- 4. A. remove rotor from motor without damaging the centrifugal switch or motor brushes
- 5. U. correct type solvent to use in cleaning an electric motor
- 6. A. thoroughly clean and dry all motor parts
- 7. A. identify and inspect parts for wear or damage
- 8. A. reassemble motor parts in reverse order of disassembly and tighten end bell bolt
- 9. A. lubricate motor using correct type and amount of lubrication
- 10. A. connect motor to power source

Operational Procedure

- Note position of leads on terminals
- 2. Remove motor from mount or machine
- 1. Wipe all dirt from outside of motor
- belt and belts with center punch-one mark on end belt and stator frame on terminal connection and. Use 2 marks on other end
- 4. Remove and bell bolts
- of thing a wood block or noft-faced hammer remove and hell containing starting switch or brush ring
- ... Remove rot or and other end bell
- 8. Clean all meter parts with motor solvent. Do not one (assiste a fee carbon tetrachloride only in a well conditated area. Avoid making the wind-ing on reads
- ", by all parts with a cloth or compressed air
- 10. Identify and examine all parts for wear, damage or loose connections-make necessary repairs
- 11. Real scendle motor in reverse to disassembly. Tiphten and ball bolts evenly checking to see that the inter-turns likely.
- to, tobarcate poter bearing with the oil or greater greater
 - Mongt is distributed complex to the first at decide the content of a distributed for the content of the content o

Evaluation Score Sheet		
	Poi	nts
Item	Possible.	Earned
1. Correctly disconnecting		
motor from electrical		
source-mark leads	5	
2. Correctly marking end bells		
3. Carefully removing end hell		
in correct order	10	
4. Selecting correct solvent i	or	
cleaning motor	5	
5. Thorough cleaning and drying	1K	
of motor parts	15	
6. Inspection and identificati	ion	
of parts-make repairs	20	
7. Correct reassembling of mor	log	
rotor free to turn	10	
8. Proper type and amount of	lu-	
brightion used on motor	10	<u>.</u>
9. Connecting motor to power		
source-motor runs properly	10	
10. Work habits and attitude	10	
Total point:	100	
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		•
frate Crade		

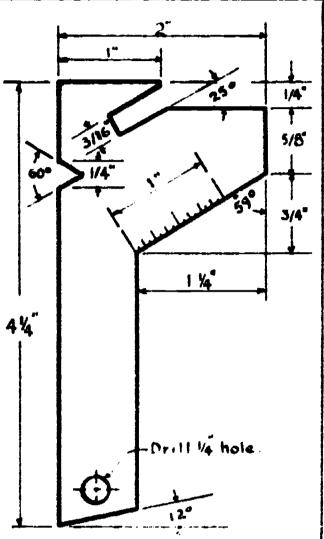


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TAR 468

TOOL SHARPENING GAUGE

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Changes

- A) Plane trea or wood chisel
- B) Cold cased or center paid
- C) Iwist orill, catting emeanch and length
- D) loss or. II, hp clearance

Bally of Grade

*. * *:	
(1) Core	

Constructure Procedure:

- . Measure and scribe outline on stock with a vl
- 2. Cut out tool gauge with hacksaw
- 3. Use flat file to cut wood chisel slot
- 4. Use taper file to cut cold chisel vee
- 5. Position and drill 1/4" hole at narrow end of gauge
- o. Measure and scribe a 1" rule by 1/16" graduations
- 7. Cut rule indicator marks with cold chisel
- 8. Polish for final finish

(Ability to

Construction Teaches (Understanding of

- 1. U. selection of the flat stock
- 2. A. measure and transfer outline of gauge to stock
- 3. A. scribe outline on metal with awl
- 4. U. the correct hacksaw blade to select for cutting stock
- 5. A. to use the backsaw
- 6. 11, the correct files to select for filing slot and vee
- 7. A. cut the slot with the flat file
- 8. A. cut a vee with the taper file
- 9. U. the need for center punching before drilling
- 10. A. use of the center punch
- 11. U. tastening metal before drilling
- 12. A. adjust speed and use of the drill press
- 13. A. calibrate and indicate rule marks on metal
- 4. A. set rule marks in metal with the cold chisel
- 15. 11. correct grinding wheels and setting of tool rest
- to 11, correct method of finishing & polishing flat stock
- 17. A. use abrasive wheel and emery cloth to polish gauge

F.,	al ration Score Sheet;	\mathbf{p}_{o}	ints
	Item	Possible	Earned
11,	. Length of gauge	5	
12	. Width or narrow end	5	
_ \	. Width of wide end	5	
4.	. Angle of wood chisel slot	15	
4 -	. Vee position for cold chisel angle	15	
1.	. Angle for drill cotting edge	15	
7.	Accoracy of the 1" rules	10	
	Angle for drill lip clearance	10	
4	. Hoje centered	5	
	, Committee of the	5	
1.1.	. Attitude and work habits	10	

Total Points

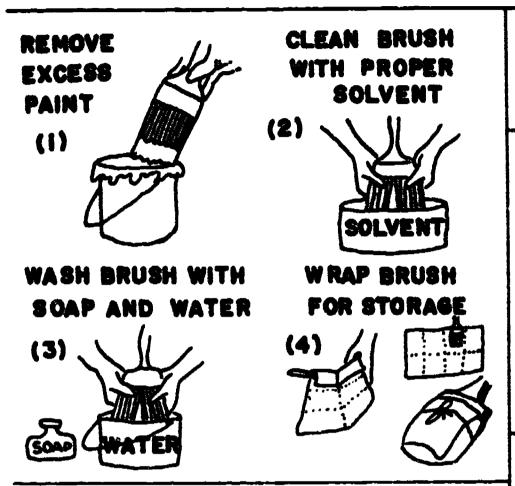


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TAE 568

CLEANING A PAINT BRUSH

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Operational Procedure:

- 1. Select proper solvent:
 - a, oil base gum turpentine
 - b. lacquer lacquer thinner
 - c. shellac wood alcohol
 - d. water base water
- 2. Remove excess paint from brush by scraping on edge of can
- 3. Properly seal paint can lid
- 4. Place brush in container of proper solvent
- 5. Work solvent briskly (usually with fingers) into the bristles of the brush
- 6. When all paint is removed from brush, drain excess solvent from the brush
- 7. Wash remaining solvent from brush using soap and water
- 8. Dry excess water from brush with paper towel
- 9. Secure a piece of wrapping paper about 5 times as long as the brush is wide
- 10. Place bristles of brush toward center of paper about one brush width from edge of paper
- 11. Fold opposite edge of paper over bristles and wrap brush for storage, tying with string
- 12. Observe II safety rules and precentions in working with solvents

Materials:

- 1. Used paint brush in need of cleaning
- 2. Bucket or can for cleaning
- 3. Solvent
- 4. Detergent
- 5. Wrapping paper and string

(Ability to ...

Operation Teaches (Understanding of ...

- 1. U. types of paint brushes
- 2. U. the importance of using a clean brush when painting
- 3. A. to select and use the correct solvent
- 4. A. to remove all paint from the bristles of brush in cleaning
- 5. U. the safe use of cleaning solvents
- 6. A. to remove solvent from bristles with soap and water
- 7. U. the proper method to store a brush
- 8. A. to wrap a brush properly for storage

Ev	aluation Score Sheet		
		Poi	nts
	Item	Possible	Earned
1.	Selecting of proper		
	solvent	15	
2.	Removal of excess pair	1 1	
	using lip of can	5	
3.	Properly seal paint car	1 5	
4.	Working solvent into		
	bristles	15	
5.	Draining solvent from		
	brush	5	
6.	Removing solvent with		
	soap and water	15	
7.	Properly drying brush	10	
	Wrapping brush in pape	·r 10	
9.	Safety in using solvents	s 10	
0.	Work habits and attitud	le 10	
	Total Poi	nts	
N.	eme	ماند. ور. ساد	
j).	ite Gi	rade	

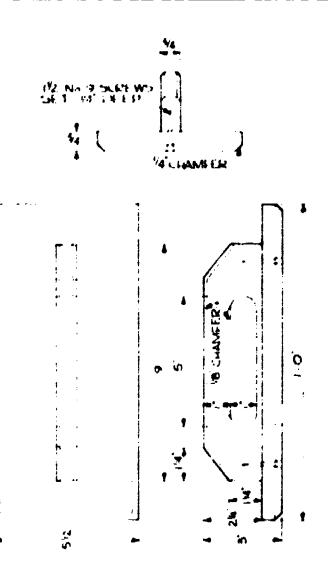


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CONCRETE FLOAT

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Construction Procedure:

- 1. Lay out and cut base to dimension
- 2. Chamfer base edges
- 3. Lay out and cut outside dimensions of handle
- 4. Drill and cut hole in handle
- 5. Chamfer edges of handle
- 6. Locate handle, drill pilot holes for screws
- 7. Fasten handle to board with glue and 2-1/2"
 No. 9 wood screws
- 8. Sand float, apply one coat of linseed oil

(Ability to.....)

Construction Teaches (Understanding of)

- 1. A. Measure accurately
- 2. A. Use the table, radial arm or hand saw
- 3. U. Principles of jointer operation
- 4. A. Properly use the jointer
- 5. A. Drill holes in wood
- 6. A. Use the saber saw
- 7. A. Use a wood chisel
- 8. U. Correct wood auger hit sizes
- 9. A. Drill pilot holes for screws
- 10. A. Drive screws
- 11. A. Use the 1/4" drill
- 12. A. Finish and treat with linsued oil

bill of Materials

 $1 - 1'' \times 6'' \times 1'$ white pine board

1 - 1" x 3" x 9" white pine board
2 - 1-1/2" #9 FH bright wood screws
1/4 pint linseed oil

bate

Crade

Evaluation Score Sheet:		Points	
	Item	Possible	Earned
1.	Correct length and width		
	of base	15	
2.	Base of square	10	
3.	Chamfers smooth, even,		
	correct dimensions	10	
4.	Correct handle dimensions	15	
5.	Hole in handle is smooth	10	
6.	Handle centered on base	10	
7.	Screws properly countersunk	10	
	General appearance	10	
9.	Work habits and attitude	10	
	Total Points	100	

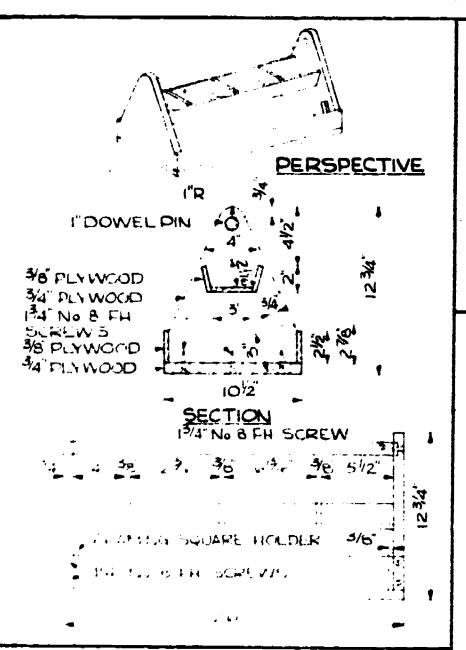


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TAH 768

NAIL AND TOOL CARRIER

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Bill of Material $\frac{2 - 3/4'' \times 9 - 3/4''}{2 + 3/4}$ ends 1 - 3/4" x 10-1/2" x 26" bottom 2 - 3/8" x 2-1/2" x 26" sides $1 - 3/8" \times 3" \times 24-1/2"$ tray bottom 2 - 3/8" x 2-1/16" x 24-1/2" tray sides 1 - 3/8" x 2" x 11" tray partition 1 - 1" x 26" dowel pin 2 - 3/8" x 3/4" x 3" framing square holder 8 - 1-1/2" #8 F.H. word screws (sides) 6 - 1-3/4" #8 F.F. wood screws (ends) Exterior plawood or pine boards as desired Waterproof or water resistant glue

Construction Procedure:

- 1. Lay out material from cutting list
- 2. Of parts to dimension
- 3. Bevel bottom of tray
- Bore holes for handle in ends
- 5. Assemble to check dimensions
- 6. Prebore screw holes
- Disassemble and mix glue
- Apply glue, assemble with nails and SCTCWS
- 9. Clean excess glue from joints
- 10. Allow glue to set
- 11. Sand and finish joints
- 12. Paint

Construction Teaches:				(Understanding of)
				and prepare a cutting
,	2.	A.	Measure and	mark distances.
	3:	U.	Correct saw	and saw blade to use.

- Saw boards to dimension.
- 4. A.
- 5. A. Use a saber, jig or band saw.
- Use brace and bit or electric drill
- 7. U. Correct nail and screw selections.
- 8. U. Correct wood adhesive selection.
- 9. Glue, nail and drive screws during Α. assembly.
- 10. U. Currect sanding methods.
- 11. A. Sand and finish wood for painting.
- 12. U. Paint types.
- 13. A. Apply paint, clean and store brushes.

Evalu	ation Score Sheet:	Points		
	Item	Possible	Earned	
1.	Correct dimensions			
	length	10		
	width	10		
	height	10		
	handle placement	5		
	tray location	10		
2.	Square corners & joints	10		
3.	Edges square and smooth			
4.	Placement of nails &			
	SCIEWS	5		
5.	Finish and painting	10		
6.	Overali appearance	10		
7.	Attitude & work habits	10		
	Total Points	100	- m. v. v. v	

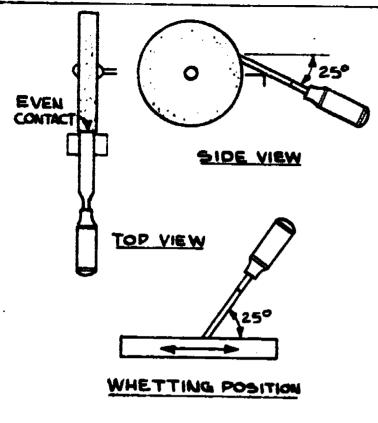


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TAH 868

SHARPENING A WOOD CHISEL

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NICKED BLUNT EDGE

BEVEL ROUNDED

Evaluation Score Shee	t: Points
7tem1. One ground face,	Possible Farned
concave	15
2. Even width of heve	10
3. Correct angle	10
4. Cutting edge square	· to
shank	10
5. Uniform whetting for	15
6. Wire edge removed	16
7. Sharp cutting edge	25
8. Work habits and	
attitude	5
Total	Points 100

Operational Procedure:

1. Select correct grinding wheel for tool sharpening, dress grinding wheel

2. Place the wood chisel between the left forefinger and the thumb, and the forefinger against the outside edge of the tool rest

3. Push the chisel forward between the forefinger and thumb of the left hand until it is at the proper angle with the grinding wheel

4. Make sure the grinding stone is turning down toward the chisel

5. Hold the chisel firmly in the left hand and slide the left forefinger from left to right along the tool rest for a guide until the entire width of the edge has been ground almost to a wire edge

6. At the same time use the right hand to apply pressure and help guide the chisel

7. To keep the cutting edge square with the sides, stop the strokes when the back edge of the chisel passes beyond the edge of the grinding wheel about one-third of the width of the wheel

8. Check the bevel with the tool gauge frequently during the grinding to see that it is being ground to a 25 degree angle

9. Hold the chisel against the whetstone moving it back and forth, making sure the heel and too of the hollow ground bevel are touching the stone

10. Add oil to whetstone as needed

11. Continue whetting until a snarp edge is obtained

12. Remove the wire edge by turning the chisel over and taking a few strikes with the chisel flat against the stone

Materials: Grinding Wheel

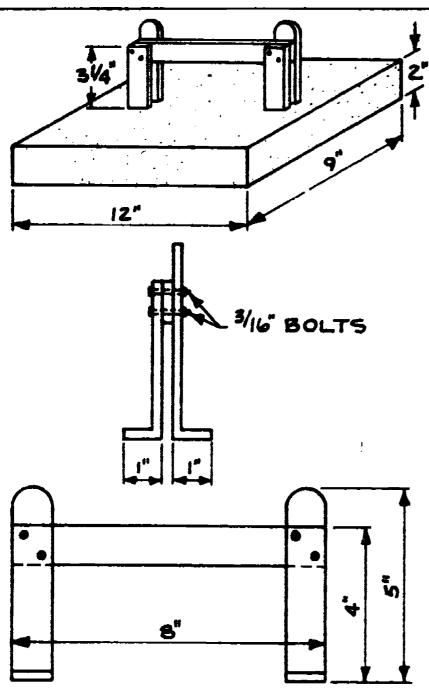
	ien to sharpen the chisel
2. U. T	
-	ne proper angle of the bevel
3. U. C	orrect grinding wheel for sharpening
4. A. P	coperly dress the grinding wheel
5. A. P	roperly sharpen the chisel
	sults of excess pressure when grinding
	mpering of tool steel
	election and purpose of the whetstone
	se the whetstone
lo. A. R	move the wire edge using the whetstone



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TAH 968

SHOE SCRAPER WITH CONCRETE BASE BEST COPY AVAILABLE



Bill of Material:

- 1 1/4" x i" x 30" mild steel strap
- 4 3/16" x 1" R.H. stove bolts
- 1-1/4 quarts cement, 2-1/2 quarts sanl. 2-1/2 quarts crushed stone, one quart water
- 1 10-1/2" x 13-1/2" x 1/2" exterior plywood for form base
- 1 1" x 2" x 44" white pine, form lumber

Name:	
Date:	
Grade:	

Construction Procedure:

- l Measure and cut metal pieces
- 2. Bend each leg square, use heat and vise
- 3. Round the top of each 6" leg by grinding
- 4. Mark and center punch for holes
- 5. Drill holes in legs and center piece for 3/16" bolts
- 6. Bolt legs and center piece together, cut off excess bolt and rivet the end
- 7. Construct form for the concrete base from 1" x 2" and 1/2" plywood material
- 8. Oil form with paraffin base or #10 oil
- Mix concrete and place about 3/4" in the form
- 10. Place metal scraper in the center and fill form with concrete
- 11. Spade concrete around the eges and trowel surface
- 12. Remove form, set concrete base in water 3-7 days
- 13. Paint metal parts of scraper

(Ability to

D-4-4-

Construction Teaches: (Understanding of . . .

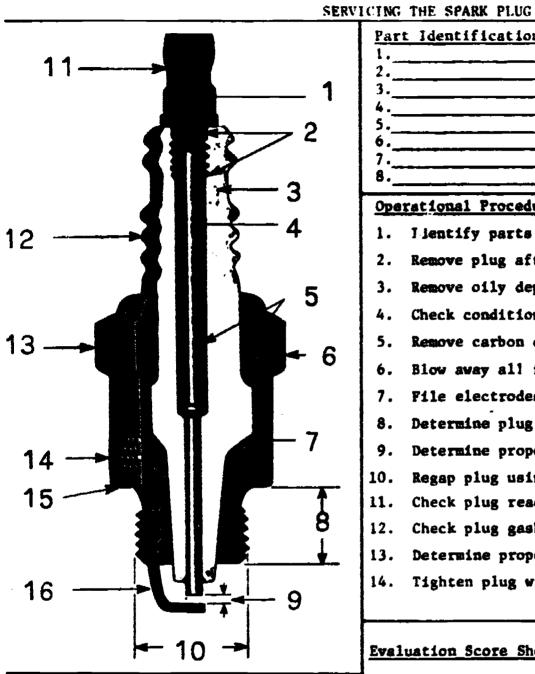
- U. Mild steel classification and standard shapes
- 2. A. Measure and transfer plans to work
- 3. U. The correct hacksaw blade to use
- 4. A. Use the hacksaw
- 5. U. Drill bit sizes
- 6. A. Use the drill press
- 7. U. Bolts, types and sizes
- 8. A. Heat and bend metal
- 9. U. Selection of wood for concrete forms
- 10. A. Construct concrete forms
- 11. [Materials for mixing quality concrete
- 12. A. To mix, cast and cure concrete
- 13. A. To select and paint metal parts of scraper

Evaluation Score Sheet:

		<u> 101 </u>	LB
		Possible	Earned
1.	Dimensions of metal unit	25	
2.	Dimensions and squareness	20	
	of concrete form		
3.	Location of scraper in bas	e 15	
4.	Concrete finish and curing	20	
5.	Overall appearance	10	
6.	Attitude and work habits	10	
	Total Points	100	



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Materials:	Fouled plugs, gauges, files, wire brushes, & cleaning
	solvent.
,	FACTS ABOUT SPARK PLUGS &
	ENGINES, Champion Spark Plus

Operation teaches	: (Ability to (Understanding of

- 1. U How a spark plug functions
- 2. U The parts of the spark plug
- 3. A Recognize fouled plug
- 4. A Clean the plug
- 5. A File the electrodes
- 6. A Properly gap the spark plug
- A Use the wire gap gauge
- 8. A lise the torque wrench
- 9. A Recognize a bad plug gasket
- 10. U Hot and cold type plugs

Part Identification	: <u>ion</u> :	
1.	9	
2	10	
3.	11	
٠ <u>. </u>	12	
·	13.	
j	14	
7 •	15.	
3.	16.	

Operational Procedure:

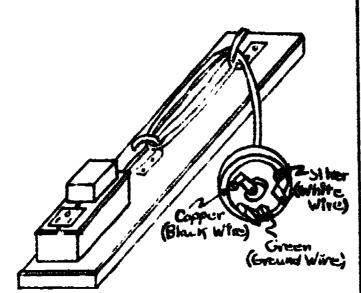
- 1. Hentify parts of the spark plug
- 2. Remove plug after cleaning plug-weil
- 3. Remove oily deposits from plugs with cleaning solvent
- Check condition of the porcelain (good fair poor)
- Remove carbon deposits from plugs
- Blow away all foreign matter
- 7. File electrodes until surfaces are flat
- Determine plug type, (hot normal cold)
- 9. Determine proper spark gap _____"
- Regap plug using correct gauge 10.
- 11. Check plug reach
- 12. Check plug gasket condition (good fair poor)
- 13. Determine proper torque: in. lbs.____, ft. lbs.____
- 14. Tighten plug with torque wrench to recommended torque

Eva	luation Score She	et:	Points		
1			Possible	Earned	
1.	Parts of plug p	roperly identified	16		
2.	Oil removed and		4		
3.	Condition of po	rcelain	5		
4.	Carbon deposits	removed	10		
5.	Electrodes prop	10			
6.	Spark plug heat	range	5		
7.	Correct gauge f	or gapping used	10		
8.	Plugs properly	gapped	15		
9.	Proper reach us	ed	5		
10.	Gasket condition	ព	5		
11.	Determining tor	que for plug	5		
12.	Plug correctly	torqued in engine	10		
		Tota	1 100		
Job	sheet prepared		<u> </u>		
in c	cooperation with	Name			
Rand	ly Rumery and				
Dear	n Bartelt	Date	G1	rade	
ł					



EXTENSION CORD

BEST COPY AVAILABLE



_			SYlve	34 (A K	ite Wire	_
	•	15A 125V	Great Great Wife	9	QUANTAL SA MARA	
` •2	ppe	ri Bi	uk Wire)			

13	i	1	1	of	Mat	er	ial

- Pine board 1 x 4 x 18"
- Mounting brackets, 1/8 x 1/2" x 5" mild steel
- 1 2" x 4" Handy box, 1-1/2" deep
- 1 Fused, grounded receptacle (SRU)
- ; Fusetron fuse 7-1/2 10 amp range
- 1 Grounded cap (male plug)
- 1 3/4" Box connector
- 8 3/4" No. 8 Round Head Wood Screws 10' - 16' Rubber covered type S or SJ, 16 - 3 stranded conductor with ground

Name	
Date	

Construction	Procedure:
--------------	------------

- 1. Determine length of cord holder. Suggest 1 x 4 x 18'
- 2. Bevel 4 edges of hoard
- 3. Shape brackets to hold electrical conductor
- 4. Locate electrical box on mounting board
- 5. Attach electrical box to board using 4, 3/4" No. 8
- 6. Cut 10 16 feet of 16-3 SJ rubber covered conductor with ground for cord
- 7. Wire grounded, fused receptacle as shown in drawing
- 8. Place receptacle in box, add cover plate and tighten box connector
- 9. Locate and attach brackets to board
- 10. Connect grounded cap (male plug)
- 11. Paint extension cord holder and box
- 12. Insert fusetron, assume 8 amp load _____fusetron size.

(Ability	to		• • • • • • •
		_	

Construction Teaches: (Understanding of)

- 1. A Shape mounting board
- 2. A Use metal shears, drill press and drills
- 3. U Selection of electrical conductors and caps
- 4. U Grounded, fused receptacles
- 5. U 120 and 240 volt circuits
- 6. A Properly wire fused receptacle
- 7. U Proper grounding of extension cords
- 8. U Types and sizes of fuses for specific applications
- 9. A Select correct type and size of fusing element
- 10. A Attach grounded cap to extension cord
- 11. A Paint extension cord holder

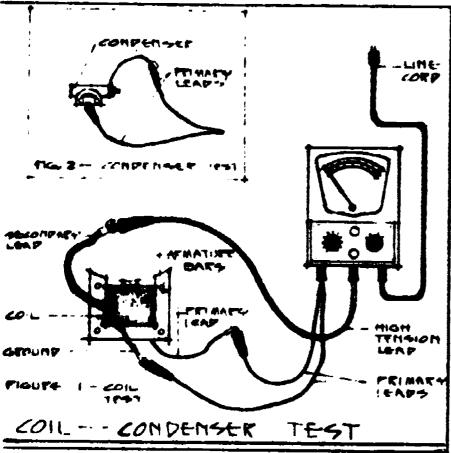
			nts
Eval	uation Score Sheet:	ossible	Earned
	Item		
1.	Correct measurements	10	
2.	Mounting brackets	5	
3.	Attachment of brackets and box	10	
4.	Fused, grounded receptacle		
	properly connected	25	
5.	Connection of grounded cap	15	
6.	Selection of correct fusing element	ent 15	
7.	Quality of finish, painting	10	
8.	Attitude and work habits	10	
į	Total Put	sts 100	

Total Points 100



MAGNETO COIL-CONDENSER TESTER

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Materials:

- 1. Coil-condenser tester, King Model 603, or equiv
- 2. Small engine with coil and condenser
- 3. Coils and condensers of known quality or capacity
- Feferences to determine manufacturer's specifications for coils and condensers to be tested

Operation Teaches (Ability to . . .

- (Understanding of . . .
- 1. U. basic function of the coil and condenser in the electrical system
- 2. A. detect damage to coil or condensor
- 3. A. properly connect tester for coil test
- 4. U. proper coil setting to test coil
- 5. A. read scale on tester and evaluate quality or condition of coll
- 6. A. properly connect tester for condenser test
- 7. U. condenser capacities in microfarads
- 8. A. read scale on tester and evaluate quality or condition of coil
- 9. A. test condenser for leakage
- A. properly replace and connect coil and condenser in engine electrical system

NAME	
DATE.	Grade

Operational Procedure:

- Remove coil and condenser from engine or disconnect all leads except ground
- Inspect coil and condenser for physical damage and loose connections
- Connect coil-condenser tester to power
- 4. Coil testing Determine type and number of coil. Connect to coil as shown in Fig. 1
- 5. Adjust COIL SET to calibration index using a good coil or according to coil set by manufacturer's. Coil Set
- 6. Place SELECTOR in COIL position
- 8. Move switch to OFF, disconnect leads.
- 9. Condenser Testing Determine type and number of condenser. Manufacturer's specifications for capacity limits. MFD
- 10. Connect tester primary leads to condenser as shown in Figure 2.
- 11. Hove switch to MFD position
- 12. Read meter on MFD. Reading in MFP
- A full scale reading indicates a shorted or leaking condenser, a zero reading indicates an open condenser.
- 14. Place selector on TEST for leakage test. A good condenser will take an initial charge noted by a single flash in the meon lamp. Leaky condensers will be noted by a continuous glow or flashing on or off.
- 15. Move switch to OFF, disconnect leads.
- 16. Condenser evaluation (good fair poor)
- 17. Reconnect coil and condenser, if needed replace with new coil or condenser
- 18. Request instructor evaluation

Ev	aluation Score Sheet:	Poin	ts
]		Possible	Earne
1.	Tester correctly connected for	•	
[coff test	15	
2.	COH, SET properly callbrated		
	according to manufacturer	5	
3.	Coll meter reading accurate		
	(±1 division)	10	
4.	Accurate evaluation of conditi	Off	
	of coll	15	
5.	Tester correctly connected for		
	condensor test	15	
6.	Manufacturer's specifications	for	
	condenser capacity	5,	
7.	MFD meter reading accurate	10	
8.	Test for condenser leakage	10	
9.	Accurate evaluation of conditi	4233	
	of condenser	15	
	TOTAL	100	



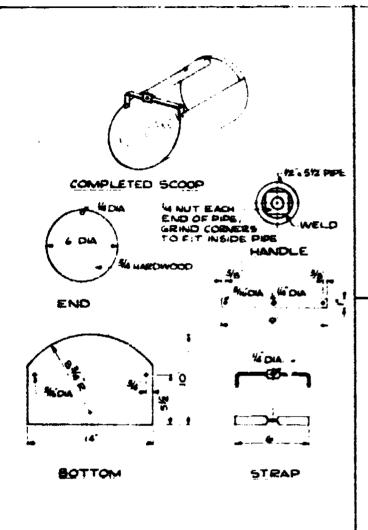
TAH 1368

SHARPENIN	G A PLANE IRON ULI COPY AVAILABLE
SIDE VIEW TOP VIEW WHETTING POSITION REMOVING WIRE EDGE	Operational Procedures: 1. Dress the grinding wheel, remove plane iron from hand plane 2. Hold the plane iron against the face of the grinding wheel at a 25°-30° angle 3. Move the plane iron from side to side to obtain an evenly ground edge 4. Dip plane iron in water to prevent overheating and loss of temper 5. Grind until all nicks are removed and a bevel twice the thickness of the plane iron is obtained 6. Hold the plane iron to the whetstone with toe and heel in contact 7. Move the plane iron back and forth against the whetstone 8. Add oil to the whetstone as needed 9. Continue whetting until a sharp edge is obtained 10. Remove the wire edge by turning the plane iron over and taking a few strokes with the plane iron flat against the stone using a side-ways motion 11. Replace plane iron in plane, test sharpness by edge planing of pine or other softwood 12. Present plane with plane iron installed to instructor for evaluation
Materials: 1. Plane iron in need of sharpening 2. Grinder with a tool rest and proper wheel 3. Whetstone and oil Evaluation Score Sheet: Points Item Possible Earned 1. Bevel has one face 15 2. Bevel twice the thickness of the plane iron 10 3. Cutting edge is square to side 10 4. All nicks removed 10 5. Whetting bevel is even 10 6. Wire edge removed 10	Operation Teaches: (Understanding of
6. Wire edge removed 10 7. Sharp cutting edge 15 8. Plane iron properly installed in hand plane 10 9. Work habits & attitude 10 Total Points 100	Name:



FEED SCOOP

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				ateri.					
1	•	1011	x	14".	22	or	24	gauge	galvan-
		ized	!	sheet	រា€ੀ	tal			

1 - 3/4" x 6" x 6" hardwood board

1 - 1/8" x 1" x 9" hot rolled mild steel

 $1 - 1/2^n \times 5 - 1/2^n$ light steel tubing

1 - 1/4" x 6-1/2" bolt

2 - 1/4" nuts

2 - 3/16" rivets

6 - 3/4" #6 blued R.H. screws

• ½ - pint paint for end, handle and hand bracket

Name	· · · · · · · · · · · · · · · · · · ·	
Date	· · · · · · · · · · · · · · · · · · ·	_
Grade		

Construction Procedure:

- 1. Lay out and cut sheet metal and wood end
- 2. Cut and bore holes in strap iron, $1/8" \times 1" \times 9"$
- 3. Cut light steel tubing, 1/2" x 5-1/2" for handle (Note a 3/4" dowell rod may be used instead of steel tubing)
- 4. Bend bottom sheet metal to fit end
- 5. Drill holes for screws and handle bolt
- 6. Screw metal to wood end
- 7. Heat and bend iron strap
- 8. Rivet on iron strap
- 9. Weld nuts in ends of tubing
- 10. Attach handle with 1/4" x 6-1/2" bolt
- 11. Finish and paint handle, bracket and wood end

(Ability	to)
(Understa	end ing	of.)

Construction Teaches:

- 1. U. The difference between sheet metal gauges and sizes
- 2. A. To layout, cut, and bend sheet metal
- 3. A. To cut strap iron
- 4. U. The length of strap needed for a hend
- 5. U. Process for bending hot metal
- 6. A. To bend and shape hot metal
- 7. A. To cut steel tubing
- 8. U. Hardwood and softwood
- 9. A. Bore hole in wood end
- 10. U. Bolt types
- 11. U. Types and uses for rivets
- 12. U. Selection of rivets
- 13. A. Rivet metal
- 14. A. Weld nuts in tubing
- 15. A. Fasten handle with 1/4" bolt
- 16. A. Paint wood and metal

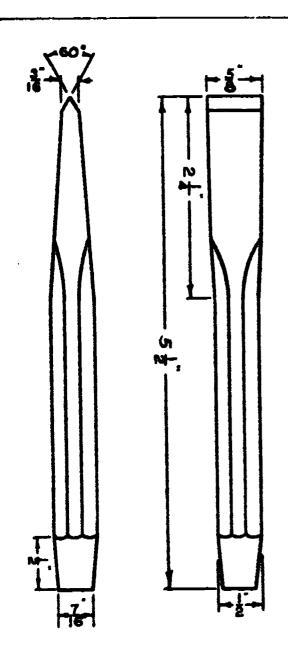
Evalu	ation Score Sheet:	Poi	nts
	Item	Possible	<u>Earned</u>
ì.	Correct overall dimensions	20	
2.	Sheet metal edges smooth, not sharp	10	
3.	Metal screwed to wood end	10	
4.	Handle bracket - bend and riveting	20	
5.	Nut welded is handle	10	
6.	Assembly and painting	20	
7.	Attitude and work habits	10	
	Total Points	100	



TAH 1586

COLD CHISEL

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Construction Procedure:

- Heat outer 2-1/4" of stock to a uniform cherry-red color
- Place one side against anvil face. Using drawing blows, work to shape rapidly starting at end and work back to 2-1/4" taper
- 3. Finish to 3/16" at tip and 5/8" width. Do not work below a dull-red color
- 4. Anneal heat to cherry-red and cool slowly (12-24 hours) in lime or sand
- 5. File and polish forged faces Do not grind
- Temper with water: (Practice on old cold chisel)
 - a. heat 2" to 3" of tip to uniform cherry-red color
 - cool 3/4" to 1" until drops cling to tip when removed from water
 - move tip to avoid cracks at water line
 - d. quickly remove scale with steel brush or file
 - observe color changes quench lower 1/4" on purple color. Color order is light straw, dark straw, brown, purple, dark blue and light blue
- 7. Grind cutting edge to 600 angle. Use tool sauge to check angle
- 8. Chamfer end opposite point approximately 1/2" by 7/16" to prevent mushrooming

(Ability to.....) (Understanding of)

Construction Teaches:

- U. Carbon content of tool steel
- Determine carbon content by spark test 2. A.
- Forge cold chisel 3. Α.
- Purpose of annealing metal U.
- 5. U. Purpose of hardening metal
- Distinguish tempering colors and determine heat range
- Correct color for cooling metal to complete tempering บ. process
- 8. To temper metal A.
- To grind cutting edge on grinder 9. A.
- 10. A. To chamfer on grinder
- 11. U. Use of cold chisel on metal
- To cut metal with the cold chisel 12. A.

Bill of Material

1 - 1/2" x 5" octagon tool steel, .7 - .8 percent carbon content

Name	·		
Date		·	
Grade			

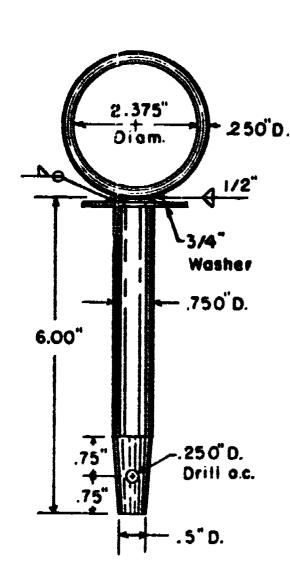
Evaluation Score Sheet:	Poi	its
Item	Possible	Earned
1. Correct dimensions a. Chisel is 5-1/2" long b. True taper and correct lengt c. Chamfer dimensions and squar d. Cutting edge is 5/8" x 3/16" e. Cutting edge ground to 60° - even and straight	reness 10 10 edges 15	
2. Tempering - tip correct hardness	25	
3. Overall appearance	10	
4. Attitude and work habits Total Points	$\frac{10}{100}$	
(10)		



TAH 1668

DRAWBAR HITCH PIN

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Bill of Material

- 1 1/4" x 8" M1020 hot rolled round
- 1 3/4" flat washer
- 1 3/4" x 6" round, C1042 cold rolled or C1045 hot rolled

Name:_		· - ·	
Date: _			
Gradet			

Construction Procedure:

- 1. Determine length of handle; I.D. + Thickness x 3.14
- 2. Shape handle around 2" pipe, use vise as bending aid
- 3. Cut pin to length
- 4. Drill hole and shape end of pin
- 5. Weld washer to pin
- 6. Place handle on pin and weld
- 7. Remove slag and clean with steel brush

(Ability to

Construction teaches (Understanding of

- 1. U. Difference between low and medium carbon steel
- 2. U. Difference between hot and cold rolled steel
- 3. A. Determine length of handle
- 4. A. Measure distances
- 5. U. Correct hacksaw blade to select
- b. A. Use the hacksaw
- 7. U. Need to center punch before drilling
- 8. A. Use center punch
- 9. U. Need to secure metal before drilling
- 10. A. Secure metal in drill vise
- 11. U. Need for correct drill speed
- 12. A. Adjust and use drill press
- 13. U. Correct grinding wheels and bolts
- 14. A. Adjust tool rests on grinders
- 15. A. Grind pin end
- 16. U. Correct electrode selection
- 17. A. Weld on handle and washer

ation Score Sheet:	Poin	18
Item	Possible	Earned
Length of pin	5	
Tapered area smooth	10	
Washer square to pin	10	
Washer spaced correctly	10	
Weld on washer	15	
Round handle	10	-
Handle centered	10	
Weld on handle	15	
Hole centered	5	
Attitude and work habits	10	
	Item Length of pin Tapered area smooth Washer square to pin Washer spaced correctly Weld on washer Round handle Handle centered Weld on handle Hole centered	ItemPossibleLength of pin5Tapered area smooth10Washer square to pin10Washer spaced correctly10Weld on washer15Round handle10Handle centered10Weld on handle15Hole centered5

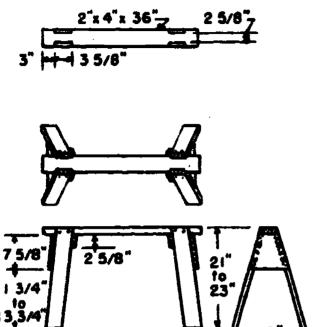
Lotal Points



TAH 1768

SAWIORSE

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Evaluation Score Sheet:	Po	ints
<u>Item</u>	Possible	Earned
Dimensions - 20		
Sawhorse height	8	
Spread of legs	8	
Beam extension	4	
Angles - 28		
900 heam end to horizon	n- 6	
tal surface Centerline, equal spread of legs	ad 6	
Bevel, bottom of legs	8	
All legs on floor	8	
Joint Preparation - 24		
4 leg joints	12	
2 outside braces	6	
2 inside braces	6	
Assembly and Finish - 28		
Screws, nails and glue		
properly used	10	
Finish	8	
Work habits and attitud		
Merite infinites with meritin	- <u> </u>	
Total points	100	

onst	ruction Procedure:
1.	Lay out legs and beam with framing square
2.	Cut leg angles and notch beam
3.	Assemble with scaffold nails
4.	Brace legs to desired measurements using
	temporary braces
5.	Cut permanent leg braces, tack in place
6.	Pre-bore screw holes in legs and braces
7.	Disassemble, apply glue to legs, joints and
	braces
8.	Assemble with temporary braces
9.	Check measurements with framing square
10.	Insert screws, remove temporary braces
11.	Wipe off excess glue, allow glue to set
12.	Finish with plane or sandpaper and paint
	(Ahility to

	7 17"	7 1			ton temenés. Innectaciones of
		⊸	1.	U.	Correct sawhorse height, spread of leg and
					beam end extension
		1	2.	U.	Procedure to layout edge and side angles
					of the leg
aluation Score Sheet:	Po	ints	3.	U.	Procedure to determine total length of leg
	Possible	Earned	4.	U.	Procedure to layout cuts on beam and braces
mensions - 20			5.	A.	Layout angles
Sawhorse height	8	-	6.	A.	Saw boards and chisel leg joints on beams
Spread of legs	8		7.	U.	Different wood adhesives
Beam extension	4		8.	U.	The correct wood screws
igles - 28			9.	A.	Glue, assemble, screw and adjust to desired
900 heam end to horizon	- 6				measurements
tal surface			10.	U.	Proper preparation methods for painting
Centerline, equal spread	d 6		11.	A.	Select and apply paint
of legs					
Bevel, bottom of legs	8				
All legs on floor	8		_		
oint Preparation - 24				_	
4 leg joints	12				
2 outside braces	6				aterial
2 inside braces	6				x 4" x 3'0" Const. Douglas Fir
ssembly and Finish - 28			i e		x 4" x 9'0" #2 White Pine
Screws, nails and glue			_		x 8" x 2'6" #2 White Pine
properly used	10		24	- 1-	1/2" #9 Bright F.H. Screws

Name

1 - Pint of paint, desired color

Step-by-Step Layout Procedure:

St. Paul, Minnesota - 75c

4 oz. of Resorcinol Resin or Casein Glue

Bul. 165. Sawhorse Layout with the Framing Square, HoBar Publications, 1305 Tiller Lane,

Department of Agricultural Engineering Iowa StateUniversity

DLA 1868

Wiring The Time Delay Relay

Operational Procedure:

b.

apart?

apart?_

warm?

Why?__

this relay?

3. Wiring the 115C15 delay relay

light immediately?_

immediately?

NO and NC type relay____

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Complete the part identification section.

A. List the code found on the relay

What does the code relate:

C. Observe the contact points on the

D. Observe the contact points on the

A. Connect using the diagram in the time delay exercise. What is the maximum load that can be used directly with

B. Energize the circuit. Does the bulh

C. Does the bulb come on or does it go off after the heater element gets

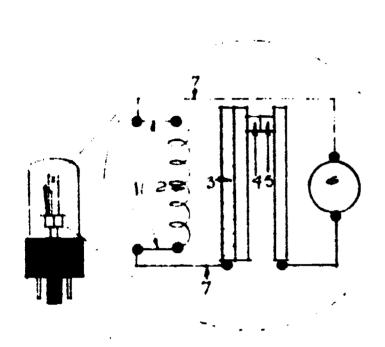
List specific applications for both the

D. De-energize the circuit. Now energize the circuit, does the bulb come on

115C15. Are they together or are they

115N015. Are they together or are they

Determining the type of relav



TIME PELAY RELAY

Part identification: Operation Teaches: (Ability to . . .

Ope	ration Teaches: (Ability to (Understanding of	Eva	luation Score Sheet:	Point	
	A. Identify the parts of the time delay U. The function of the various parts	1.	Part Identification	Possible 28	Earned
	U. The use of metals with different linear expansion	2.	Operational Questions	22	
	A. Properly wire a time delay relay U. The various applications of the time delay	3.	Correct Wiring Relay	25	
6.	relay A. To determine the type of relay by obser-	4.	Observing Safety Proces	1. 15	
7.	ving the coding A. Use safe work habits with electrical	5.	Attitude and Work Habi	ts <u>10</u>	
	connections and wiring		TOTAL	100	

Mat	T		
1-1			

Time Delay Control 1-115C15 Time Delay Control 1-Light Bulb and Socket 3-Black Leads 2-White Leads

Job sheet prepared in cooperation with Allan Petersen.

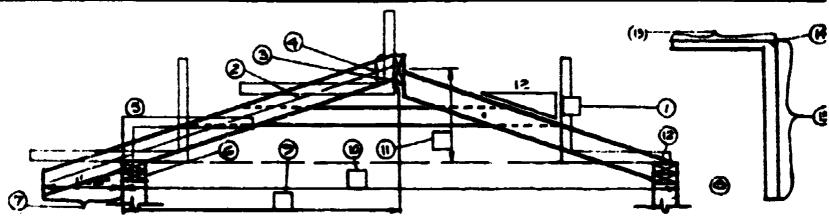
NAME.		
DATE	GRADE	



....

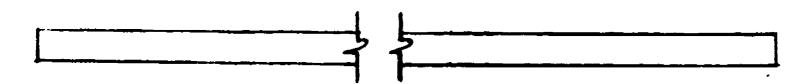
RAFTER LAYOUT IOWA STATE UNIVERSITY AGRICULTURAL ENGINEERING DEPARTMENT

GCM - 1968



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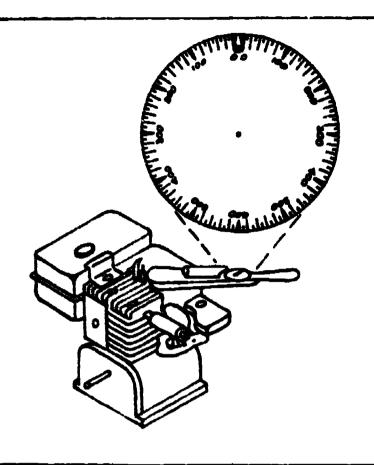
Rafter Layout Teaches: (Understand: Ability to 1. Uname building parts 2. A name parts of square 3. Uuses of framing square 4. Ato calculate pitch 5. A to layout rafter with step 6. Uof common rafter tables 7. Alayout rafter with tail and 9. A layout rafter with and w/o	method tables w/o tail	1. 9. 2. 10. 3. 11. 4. 12. 5. 13. 6. 14. 7. 15. 8.
Score Sheet: 1. Identification 2. Pitch 3. Bottom page layout 4. Rafter layout on 2 x 4 5. Plumb cut 6. Seat cut 7. Tail 8. Length of rafter with a. Shapleigh b. Stanley 9. Exactness and work habits	15 pts	Shapleigh <u>length</u> Stanley <u>length/ft run</u> Total length 6. Layout rafter with tail:





USE OF THE TORQUE WRENCH

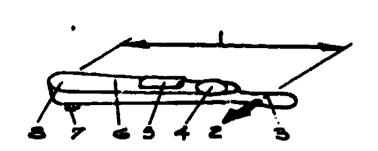
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Operation Teaches: (Understanding of ... (Ability to

- l. U torque measurement
- 2. U run-down resistance
- 3. U set or seizure
- 4. A identify parts of torque wrench
- 5. A convert inch pounds to foot pounds
- 6. A select proper torque setting
- 7. A properly hold and use torque wrench

Sco	re Sheet:	Point	ts
		Possible	Carned
1.	Identification	8	
2.	Selection of cor-		
	rect torque setting	15	
3.	Conversion of foot		
	to inch pounds	15	
4.	Conversion of inch		
	to foot pounds	15	
5.	Correct wrench set-		
	ting	15	
6.	Proper torque on		
	bolt or spark plug	25	
7.	Exactness and work		
	habits	7	
	TOTAL	100	



Identification:	•
2	
3	
4	
6	
7	
8	

Operating Procedure:

- 1. Select torque setting
- 2. Convert readings as necessary
- 3. Set correct reading on wrench
- 4. Select correct socket
- 5. Measure run-down resistance
- 6. Add run-down resistance to torque setting
- 7. Set corrected reading on wrench
- 8. Correct for set or seizure
- 9. Torque bolt or plug to proper reading
- 10. Convert 960 inch pounds to foot pounds = ft.#'s
- 11. Convert 30 foot pounds to inch pounds = in.#'s

Materials Needed:

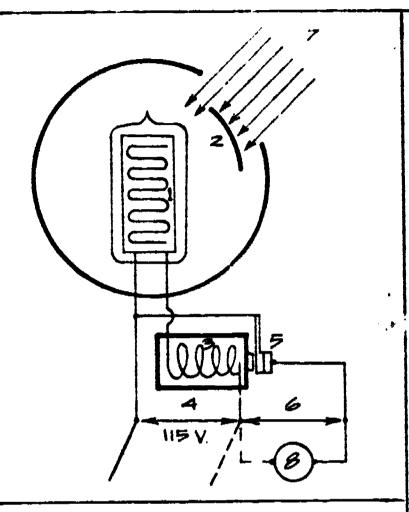
- 1. Torque wrenches
- 2. Correct size sockets
- Small gas engines or other equipment which requires torque measurement

NAME	
DATE	SCORE



Photoelectric Control

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Operation	Teaches:	(Ability to
•		(Understanding of

- 1. A. Identify parts of photoelectric control
- 2. U. How a photoelectric cell operates
- 3. U. Applications of a photoelectric control
- 4. A. Correctly wire the control into a lighting circuit
- 5. A. Select proper control for specific application
- 6. A. Observe and use safe working habits with electrical wiring

Materials

- 1 Photoelectric control mounted on board with connection leads
- 1 Light bulb and socket
- 2 White leads, No. 18 stranded
- 2 Black leads, No. 18 stranded

Operat	iona i	Proced	ure:
	• .	- 1	

- 1. Complete the part identification section.
- 2. Specifications of control (Remove Control Cover)
 - A. What is the voltage rating of the control? _____volts.
 - B. What is the maximum rating in watts of this control? ____watts.
 - C. Approximately how many 100 watt lights could this device control at one time without damage to it?
 - D. What is the purpose of the louver inside the glass lens?
 - E. Is the control switch in a NO or NC position when not connected to a power source?
 - F. Could this control be used to directly control a 1/2 h.p. motor? Why, or why not?
- 3. Operation of control Briefly describe how this control operates when connected to a power source and to a load as lightstrikes the photocell.
- 4. Wiring the control in a circuit.
 - A. Connect using the diagram as shown.
 - B. Place the control in a well lighted area. Energize the circuit. Does the bulb light?
 - C. Cup your hand over the glass lens, does the bulb light or go off?
 - D. If you desired the bulb to come on at dusk or early evening rather than at darkness, would you open or close the louver adjustment?
- 5. List specific application for this control.

				м
Evaluation Score Sheet:		Points		
		Possible	Earned	
1.	Part Identification	21		
2.	Control Spec. Questions	18		
3.	Control Operation	11		
4.	Correct wiring of control	25		
5.	Observing Safety Proced.	15	_	
6.	Attitude and Work Habits	10		
		-		
	TOTAL	100		
				_

Name	_	, -
Date	99	_Grade



AGRICULTURAL ENGINEERING DEPARTMENT TOWA STATE UNIVERSITY

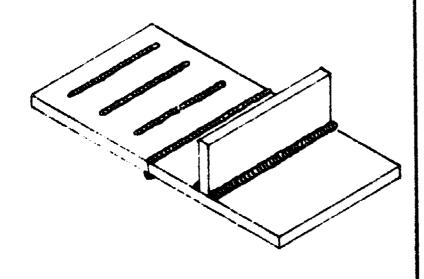
HEE 2269 MAKING QUALITY WELDS

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Welding Exercise

3 beads

2 butt welds 2 fillet welds Note: Welds may be turned in separately for grading or may be fabricated into project as shown.



Operation Teaches: (Ability to (Understanding of

- 1. U..Types of welds
- U..Types of joints
 U..Types of electrodes
- 4. U.. Effects of distortion
- 5. A.. Select correct electrode
- 6. A.. Select correct amperage
- 7. A. Correctly prepare joint edges
- 8. A.. Control distortion
- 9. A. Make quality beads
- 10. A. Make quality butt welds
- 11. A..Make quality fillet welds
- 12. A.. Safely operate arc welders

Materials:

- 2 4"x4"x" Steel plates
- 1 2"x4"x'," Steel plate

E6011, E6013, or E7018 Electrodes

Evaluation Score Sheet:			Points	
			Possible	Earned
1.	Three beads		30	
2.	Two butt welds		20	
3.	Two fillet welds		20	
	Freedom from spatter		5	
	Freedom from distortion		5	
_	Exercise-Electrode Sel.		15	
	Work habits-attitude		<u>5</u> .	
• •		Total	100	

Grade

Steps in Selection of Materials and Procedures in Welding

- 1. Examine base metal Type of metal, carbon content, thickness, type of weld, type of joint, appearance desired, strength needed, position of the weld.
- 2. Select correct electrode Electrode number, electrode size
- 3. Select correct amperage
- 4. Select correct joint preparation Cleaning, veeing, clamping
- 5. Select correct safety equipment Safety glasses, halmet with No. 10 eye shield, leather gauntlet gloves, hard finish clothing.

Steps in Making the Weld

- 1. Strike the arc Scratch or tap method
- 2. Pre-heat Hold long arc until molten pool is desired size.
- 3. Lay the bead (a) Electrode angle --150 from vertical in direction of travel; (b) Arc length - 1/16" to 1/8" makes frying sound; (c) Speed of travel - watch width (2 X electrode dia.), height and shape of molten pool.
- 4. Fill the Crater: E6013 shorten the arc, reverse direction, pull out from rear of pool: E6011 - raise electrode slowly

Electrode Selection -- Common Farm Electrodes

- 1. E6011
- 6. Special Electrodes a. Est
- 2. E6013
- b. Cutrode
- 3. E7018 4. ENI

- c. Chamfertrode
- 5. Hardsurfacing

Exercise-Electrode Selection Given the following situations, select the correct electrode-

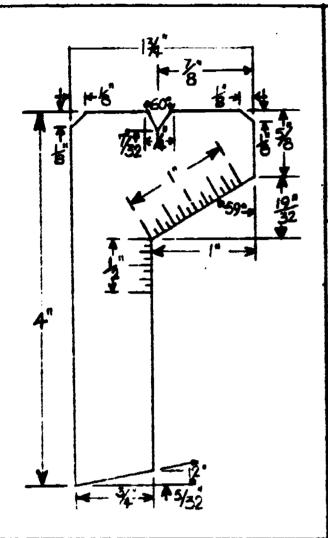
Situation Thinner metals -(1/8")	Electrode	Si	<u>*</u>
Good appearance desired Poor fit of joint			
Thicker metals (3/8") Dirty and rusty metals Deep penetration desired			
Medium carbon steels (%") High quality bead desired			
High strength desired			



Name

TOOL SHARPENING GAGE

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Construction procedure:

- 1. Square one corner of aluminum or brass stock.
- 2. Measure and scribe outline on stock with awl.
- 3. Mark graduations with awl.
- 4. Cut out tool gage with hacksaw. (Use protective blocks on each side when cutting in vice.)
- 5. Dress to the lines with file, bevel corners.
- 6. Use corner file to cut chisel vee.
- 7. Polish with steel wool.
- 8. Submit to instructor for evaluation.

Construction teaches: (Ability to . . . (Understanding of .

- 1. U. Selection of the correct material
- 2. U. Selection of the correct hacksaw blade
- 3. U. Selection of the correct files
- 4. U. Correct methods of finishing and polishing stock
- 5. A. Measure and transfer outline of gage to stock
- 6. A. Scribe outline on metal with awl
- 7. A. To calibrate and indicate rule marks on metal
- 8. A. To correctly use the hacksaw
- 9. A. To correctly use the metal file
- 10. A. To do draw filing
- 11. A. To cut a vee with a taper file
- 12. A. To finish flat stock

Gage can be used to measure:

- 1. Cold chisel cutting angle
- 2. Twist drill, cutting edge angle and length
- 3. Twist drill, lip clearance

Bill of material:

1-7/8" x 4-1/16" x 3/32" aluminum or brass (aluminum is easier to work)

NAME:_	
_	•
DATE:	
_	
GRADE:	
GRADE:	

Evaluation score sheet:

	Points	
Item	Possible	Earned
1. Length of gage	10	
Width of narrow end	10	
Width of wide end	10	
4. Vee position for cold		
chisel angle	10	
Angle for drill cutting		, ————
edg e	15	
6. Accuracy of the 1" and		
1/2" rules	10	
7. Angle for drill lip		
clearance	10	
8. Correct angle and size		
of bevel corners	5	
9. Finish	10	
10. Attitude and work habits	10	
	100	
Tot	al Points	



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15

10

15

5

DRILL BIT, BOLT AND WASHER GAUGE

,1/4"	Construction Procedure:			
••••••••••••••••••••••••••••••••••••••	 Measure and scribe outline on stock. Cut out with hacksaw. 			
1/2.				
	3. Use flat file to file all edges.			
	4. Measure out and center punch for holes.			
	5. Select bit, position and drill holes.			
+ 1%	6. Measure and scribe lines for inside diameter gauges.			
	7. Cut marks with cold chisel.	57 to 1		
	8. Measure and scribe 4" rule in 1/4"	graduations.		
m	9. Cut marks with cold chisel or other	- -		
	10. Polish surfaces.	p vice		
(+) 1/2	11. Mark in numbers identifying size of	gauges and rule.		
	Use engraving, metal stamp set, or	• • • • • • • • • • • • • • • • • • • •		
_	(Ability to			
V N 7%	Construction Teaches: (Understanding of			
A +)40	I. U. Selection of flat stock.			
	2. A. Read plans, measure and scribe	•_		
	3. A. Use awl.			
+ 3/8 5	4. U. Hacksaw blade selection.	•		
	5. A. Use hacksaw.			
— 	6. U. Correct file selection and opera	tion.		
+ 5/16	7. A. File correctly.			
	8. U. Need for center punching and se	curing metal for drill.		
3/4"	9. A. Selection of proper bit sizes.	••		
+ 1/4	10. A. Adjust and operate drill press.			
n lo	11. A. Measure and scribe gauge and r	ule marks.		
3/16	12. U. Correct method of finishing and			
X 100 () 1/5	13. A. Use abrasive wheel and emery cloth for finishing.			
e //8	14. A. Use engraving tool, metal stamp	ps, or line painting		
⊙ 78	techniques.			
LINES ARE	Evaluation Score Sheet:	Points		
EXACTLY THE 3	Item	Possible Earned		
LENGTH INDICATED	1. Length of right side 5			
1/2	2. Length of left side and lip	10		
ALLOW 4" SPACE	3. Angle of bottom 5			
BETWEEN FINISHED	4. Width of top 5			
HOLES. 5. Correct placement of holes 15				

Bill of Material

 $1 - 2 \cdot 1/4 \times 6 \cdot 1/4 - 3/32$ " stainless steel, mild steel, brass or 1/8" aluminum

Name:	 <u>-</u>	
Date:	 	_
Grade:		

Gauge Applications:

9. Finish

7. Accuracy of rule marks

10. Attitude and work habits

8. Number identification

Drill bit size. (series of holes) Used to determine the size of a bit or bolt.

6. Accuracy of inside of diameter gauge marks 15

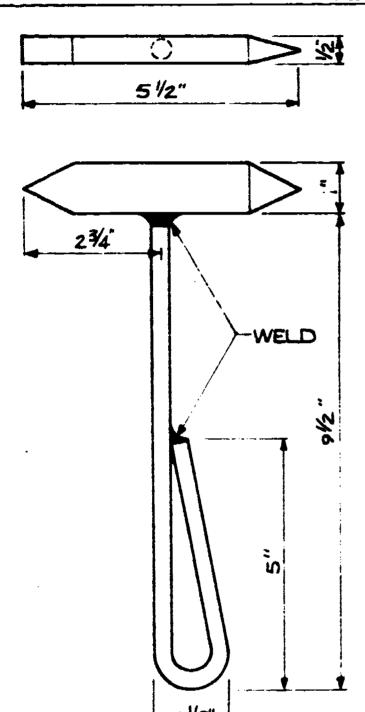
- 2. Inside diameter (points on bottom and left side). To measure inside diameter of hole to determine size of bolt and size of given washer.
- 3. Bolt length (graduated rule on left). To determine length 29 bolt required, a given bolt, and the threads on a given bolt.

Total Points



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CHIPPING HAMMER



Bill of Material

1 -	1/2"	x 1" :	k 5 1/	2" M.S	•
1 -	3/8"	$\times 15^{\prime\prime}$	H.R.	round	M.S.
'an	old c	hisel	or pur	ich ço <mark>u</mark> l	d be used
for	r the	head)			

N: me		
Date:	Grade:	

Construction Procedure:

- 1. Cut head with oxyacetylene torch
- 2. Grind head to shape
- 3. Cut round stock to length and bend handle
- 4. Fusion weld or braze handle
- 5. Hardsurface head ends with oxyacetylene torch
- 6. Reshape head ends

(Ability to

Construction teaches (Understanding of

- 1. A. To read dimensions
- 2. A. To layout a project
- 3. U. Cxyacetylene cutting principles
- 4. A. To cut metal with oxyacetylene torch .
- 5. A. To bend handle to shape
- 6. U. Fusion welding or brazing
- 7. A. Fusion weld or braze
- 8. U. Hardsurfacing principles
- 9. A. Apply hardsurfacing with the oxyacetylene torch
- 10. U. Grinder wheels, belts and files
- 11. A. Shape ends of head

Evaluation Score Sheet:

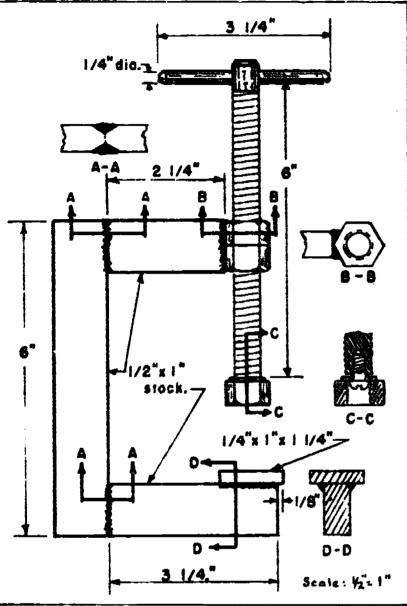
		Points		
	Item	Possible	Earned	
1.	Length of head	10		
2.	Length of handle	10	·	
3.	Shape of handle	10		
4.	T per on head ends	10		
5.	Brazing or welds	20		
6.	Hardsurfacing	20		
7.	Overall appearance	10		
	Attitude and work habits	10		

Total Points



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WEIGDED "C" CLAMP



Bill of Material

- I 1/2" x 1" x 6" H. R. mild steel
- $1 1/2'' \times 1'' \times 2 1/4'' H$. R. mild steel
- 1 1/2" x 1" x 3 1/4" H. R. mild steel
- $1 1/4'' \times 1'' \times 1/4'' H$. R. mild steel
- $1 1/4'' \times 3 1/4'' C. R.$ round
- $1 1/2" \times 7"$ rod
- 3 1/2" nuts
- 1 3/8" washer
- 1 #12 x 1/2" machine screw

(Ability to)

Construction Teaches (Understanding of)

- 1. A. Measure distances accurately
- 2. U. Selection of hacksaw blades
- 3. U. Selection of files; tap & die set
- 4. A. Use of hacksaw and files
- 5. A. Use of grind rs; tap & die set
- 6. U. Need for center punching
- 7. A. Use the center punch
- 8. U. Need for securing metal in drill vise
- 9. A. Use the drill press
- 10. U. Correct electrode selection
- II. A. Arc weld
- 12. U. Brazing procedure
- 13. A. Braze mild steel
- 14. U. Size of pilot hole for tap
- 15. U. Controlling distortion when welding
- 16. A. Read plan and symbols

Construction Procedure:

- 1. Measure and cut all materials
- 2. Thread 1/2" bolt, run on two nuts
- 3. Center bolt erd
- 4. Drill pilot hole and tap for #12 x 1/2" m. screw
- Place washer on bolt, braze bolt into threads
- to. Braze nut to washer
- 7. C. punch, bore handle hole for snug fit
- 5. Install handle, weld if necessary
- 9. Bevel metal at sections AA
- 19. Arc weld at AA, BB and DD
- 11. Clean welds, prepare for grading

Evaluation Score Sheet:

		Points	
	Item	Possible	Earned
	M	20	
	Measurements of frame	20	
2.	Welds, arc	15	
3.	Brazing	5	
4.	Centering of handle	5	
5.	Nut attachment to bolt	5	
6.	Squareness	20	
7.	Quality of threads	10	
8.	Work habits	_20	
	•	100	

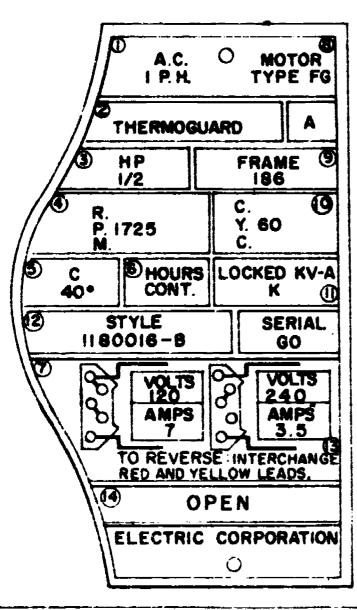
Name	
Date	Grade



TAH 2771

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THE ELECTRIC MOTOR NAMEPLATE



Material: One electric motor with nameplate for each two students.

Operation Teaches: (Ability to ... (Understanding of ...

- 1. A. Identify the motor nameplate.
- 2. A. Identify where the specific terms are listed on the nameplate.
- 3. U. The terms listed on the motor nameplate. (For example; volts, amps, locked rotor amps, cycle, phase, service factor, rpm, hp, temp, rise, motor type, frame no., and serial no.
- 4. A. identity types of electric motors.

Skill sheet developed by Lee Stence and edited by Thomas A. Hoerner.

Name		
Date	 Grade	

Par	t Identification:	
1.		s
		9.
		10.
		11.
		12.
		13.
		14.
1.	<u> </u>	ntification section: t be found on the motor name-
j.		
4.	How would a meter hav this motor?	ing 50°C rise differ from
5.		factor of 1.25 indicate
ó.		second might be found on
1.	amperage for this moti	la, what is the locked rotor or on 120 volta?
		$= \frac{1000 \times HP \times KVA/HP}{1.00 \times Volts}$
	KVA/HP for various con A = 7.4-8.0, $K = 8$	des are: .0-9.0 & 1. = 9.0-10.0
8.	Compute the wattage for	or this electric motor on
۶.	What other types of e	, on 240 volts watts. nclosures are commonly found
19.	Collect the following vour home farm or one Type	data from an electric motor on provided by your instructor. Frame Locked KVA code Temperature rise
	Amperage	Duty cycle Type enclosure
	Service factor Thermal Protection	Type enclosure
	104594 7745465149	IVDA DARFINUS

Evaluation Score Sheet:

	<u> 101</u>	nts
<u>I tem</u>	Possible	Earned
Part Identification (2 pts/item)	28	
Operational Questions (3 pts/item)	30	
Information from Motor	30	
Attitude and Work Habits	12	
Total	100	

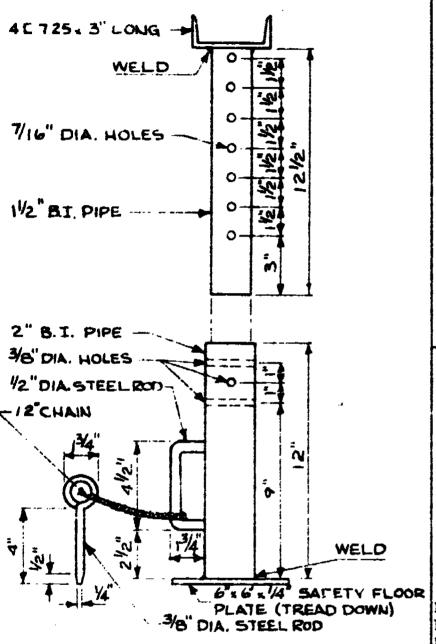
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TAH 2871

ADJUSTABLE SAFETY JACK

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Bill of Material;

- 1 1/4" x 6" x 6" safety plate for base
- 1 2" x 12" standard black from pipe, 2.375" O.D.
- 1 1-1/2" x 17-1/2" standard black pipe, 1.90" 0.D.
- 1 3" structural channel 4" depth, .18" web thickness, 1.580" flange
- 1 1/2" x 8" mild steel rod for handle
- 1 3/8" x 8" mild steel rod for pin
- 1 12" chain
- l pint desired color primer and paint

Nam ϵ :	
Date:	Grade:

Construction Procedure:

- 1. Measure and cut metal to dimensions
- 2. Heat 3/8" rod in forge. Use hammer and anvil to form a 1" I.D. eye. Grind end to taper
- 3. Form 1/2" handle as shown with 4-1/2" spread
- 4. Drill 3,3/8" holes in 2" pipe at 9", 10", and 11". Make 10" hole perpendicular to others
- 5. Drill 6, 7/16" holes in 1-1/2" pipe at 1-1/2" intervals. Start 3" from the bortom
- 6. Weld handle to 2" pipe as shown
- 7. Weld channel and safety plate to pipes as shown. (You may use standard pattern for non-skid feature)
- 8. Chip welds, grind rough edges, closm motal, and paint desired color
- 9. Attach chain and pin to handle

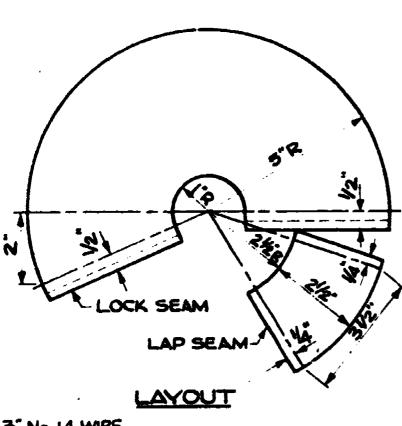
- 1. U. Selection of pipe, channel from, steel plate and chain types
- 2. A. Measure and transfer plan to stock
- 3. A. Use forge, hammer and anvil to shape rod
- 4. A. Use grinder
- 5. A. Drill holes in pipe and correct use of drill press
- 6. U. The selection of backsaw blades
- 7. A. Use hacksaw correctly
- 8. U. Correct electrode selection
- 9. A. Wold parts together
- 10. A. Clean metal for painting
- 11. U. Proper paint selection
- 12. A. Paint and care for paint brushes

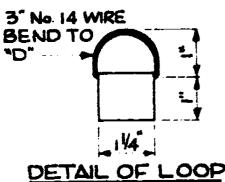
Evaluation Score Sheet:	Point	:s
Item	Possible E	arned
1. Base metal cut square	10	
2. Holes centered and to	_	
dimension	15	
3. Eye pin formed to dimension	15	
4. Pipes, plate and channel at	-	
90 degree angle	10 _	
Weld appearance, penetration	20	
6. Painting	10	
7. Overall appearance	10	
8. Attitude and work habits	10	
Total Points	100	<u>Circina de la composicion della composicion del</u>



FUNNEL

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NOTE:

CUT ON SOUD LINES, FOLD ON DOTTED LINES, & LAP TO BROKEN LINES.

Bill of Material

 $1 \text{ pc} - 10^{11} \text{ x} 12^{11} \text{ No. 26 or 28 gauge}$ galvanized metal

1 pc - No. 14 steel wire, 3" long (optional)

Name:	 	
Date:	 	
Grade:		

Construction Procedures:

- 1. Lay out pattern for body and spout on stiff paper or on the sheet metal. Allow 1/2" for a lock joint seam, and 1/4" for lap joint on the spout
- 2. Trace pattern on sheet metal with scribes or dividers, cut out with tin snips, aviation snips or electric shears
- 3. Fold edges of the body in opposite directions to form a lock joint
- 4. Hook folded edges together and set with hand groover to make a tight seam
- 5. Form spout over a stake, and solder the lap joint
- 6. Peen a small flange on large end of spout and drop it into the body
- 7. Solder the spout in place. Inside and
- 8. Solder the seam of the body
- 9. Form a ring with the wire and fasten to the upper edge of the body
- 10. Remove flux and dress rough edges for grading

(Ability to

Construction Teaches: (Understanding of

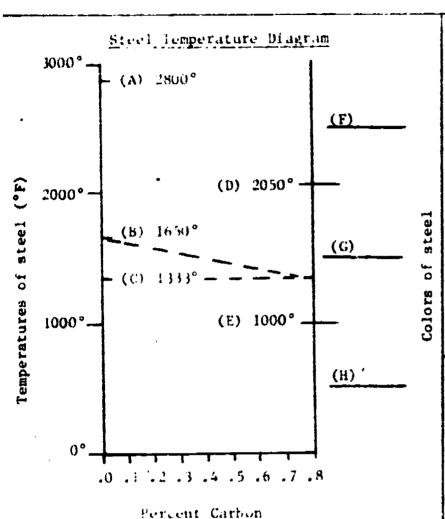
- 1. U. Difference between tin and galvanized sheet metal.
- 2. U. Difference in gauge or size of stock.
- 3. A. To figure diameter of circle when given the circumference or vice versa.
- 4. A. Measure and trace pattern on the stock.
- 5. A. Use dividers to scribe outline on metal.
- 6. A. Use the tin snips, aviation snips, or electric shears.
- 7. U. Selection of correct solder and flux.
- 8. A. Solder galvanized sheet metal.
- 9. A. To make lock seams and use the hand groover.

Evaluation Score Sheet:	Points		
	Possible Earned		
1. Correct Measurements	10		
2. Lock seam	10		
3. Lap scam	10		
4. Soldering	30		
5. Top, round	10		
6. Spout, round	10		
7. Overall appearance	10		
8. Attitude & work habits	10		
Total Point	s		



CASE HARDENING OF MILD STEEL

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Operation Teaches: (A = Ability to... (U = Understanding of...

- 1. U. Properties of case hardened steel
- 2. A. Use oxy-acetylene torch for heating
- 3. A. Identity steel temperatures by color
- 4. A. Add carbon to surface of steel using carbonizing compound
- 5. A. Harden carbon steel by quenching
- 6. A. Identify carbon content of steel by spark testing
- 7. A. Identify hardness of steel by the use of a file

Materials:

Mild steel stock
Kasenit No. 1, Surface-hardening
compound, lowa Machinery & Supply,

1711 2nd Avenue, Des Moines, Ia. Oxy-acetylone torch with heating tip

Flat metal trav

Container of coldwiter.

Metal Tongs

Satety glasses and gloves



Ident	ification	of part	s of diag	gram	
۸					
B					
					
				annak ere senda eke beregik (-	
					,

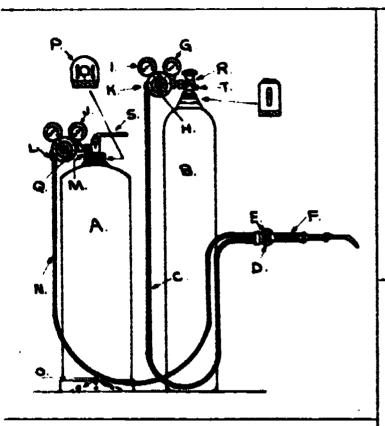
Case Hardening Procedure

- 1. Clean the stock to be hardened
- 2. Place carburizing compound in flat metal pan
- Heat stock with oxy-acetylene torch to 1650°F (bright red)
- 4. Submerge stock in carburizing compound natifal a fused shell is formed on stock
- 5. Re-heat stock to 1650°F
- Quench stock in water using a scrubing motion
- 7. Spark test surface of stock to check carbon content
- 8. Use file to check surface for hardness

Evaluation Score Sheet	Poi	nts
<u>Item</u>	Possible	Barned
Identification (5 each)	40	
Carbon content of surface	20	
Hardness of surface	20	
Evidence of clean stock	10	
Safety and work habits	10	
Total	100	
Name		
Date	Grade	



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Materials: One portable oxy-acetylene welding unit.

Operation Teaches: (Ability to... (Understanding of...

- 1. A. Identity parts of opv-acetylene welding outlit.
- 2. U. Function of each part of oxyacetylene welding outfit.
- 3. A. Properly install, adjust, and use each part of oxy-acetylene system.
- b. Safety precautions connected with oxy-actylene equipment.

Evaluation Score Sheet:

er en	Points	
	Possible	Earned
Part Lacotification		
(1 pt/item)	20	
Operational Questions		
(2 pts/item)	40	
Equipment Set Up Pro-		
cedure	20	
Safety Procedures		
Foilowed	10	
Attitude and Work		
Habits	10	
Total	100	
	Ol pt/item) Operational Questions (2 pts/item) Equipment Set Up Procedure Safety Procedures Foil-wed Attitude and Work Habits	Possible Part lacontification (1 pt/item) 20 Operational Questions (2 pts/item) 40 Equipment Set Up Procedure 20 Safety Procedures Foil-wed 10 Attitude and Work Habits 10

Skill sheet developed by Dean Ludwick and edited by Thomas A. Hoerner.

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١.		K
3.		•
F.		P
		Q.
		R
		s
3.		T
Doe	erational Procedure:	
	Complete the part ident	
2.	Answer the following qu	
	a. What is the capacity	in cubic region the
	common oxygen cylind	er? cu.ft. Of the
	b What is the full out	lene cylinder? cu.ft. inder pressure in psi at
	70°F of the oxygen c	vlinder? psi
	Of the acetylene cyl	inder? psi
	c. On which gages (by le	etter in the picture) can
		e be read for oxygen
		ytene
	d. What is the letter o	
	the line or working	pressure for oxygen ylene
		nge on the high pressure
	gages for oxygen	to, for acetylene
	f What is the pressure	range on the working
	pressure gage for ox	ygen to for
	acetylene to	# **
	g. What is the common c	olor of hoses and equip-
	ment for oxygen h. List the type of thr	, for acetylene
	h. List the type of thr	eads for equipment and
	connections for exyg	en, for acetylene
	i. What is the maximum	working pressure for safe
	operation for acetyl	ene? psi
	 j. Describe the purpose 	of the fusible plugs and
	bursting disc on the	cylinders.
	k. Describe the recommo	nded method for checking
	for leaks.	
3.	On the back of this she	et list the complete pro-
٠.	cedure for set up and c	
	acetylene welding unit.	
	=	

Grade

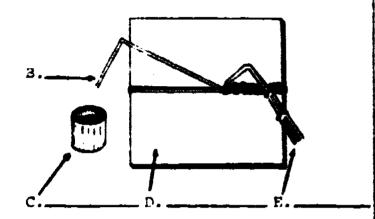


BPAZE WELDING MILD STEEL BUTT WELD

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DIRECTION OF TRAVEL

A.



Materials:

Oxy-acetylene welding unit.

Braze welding rod, bare or flux coated, 1/8" diameter.

Braze welding thux if using bare rod. Two - $2'' \times 4'' \times 1/16''$ to 1/8'' steel plates.

Evaluation Score Sheet:	Points		
I t eem	Possible	Earned	
1. Mechanically cleaning		Ì	
of metal.	10		
2. Proper selection of			
rod and !lux.	10		
). Use of equipment, pres-		I	
sures and flame	10		
4. Chemically cleaning of	• •		
base metal.	10		
5. Manipulation of braze			
welding rod and blowpip		į	
tip.	10		
o. Uniformity of weld.	20		
7. Strength of weld.	10		
8. Appearance of weld.	10		
9. Sate work habits and	10	į	
attitudes.	10		
lotal	100		

Operational Procedure:

- Complete part identification & direction of travel arrow on drawing.
- Select base metal to be used--1/16" to 1/8" thick and 2" x 4".
- Mechanically clean metal 1/4" to 1/2" on edges to be butted together.
- Select braze welding rod, either bare or flux coated, 1/8" in diameter.
- If bare rod used, select correct powdered braze welding flux.
- 6. Position pieces of mild steel; make sure they fit tightly together.
- 7. Using a neutral flame, (0-5#, A-5#) preheat base metal to cherry red, approximately 1600°F.
- 8. Chemically clean metal by applying brazing (lux with rod to area where braze welding rod is to adhere. Keep temperature of base metal at 1600°F.
- 9. Tin surface of weld by applying a thin couting of braze welding rod. Use forehand technique as shown in drawing. Manipulate rod and flame so that base metal melts rod. Overheating red will cause zinc to be burned away.
- Keep temperature of base metal at approximately 1600°F. Complete weld by manipulating braze welding rod and flame back and forth as the weld is moved down the metal surfaces. Builti up weld to approximately 1/16" thick and 1/2" wide.
- Allow weld to cool slowly. 11.
- Clean excess flux from weld by burning or musel. 12.
- Test weld by placing in vise to edge of weld. 13. Rand to 90° angle, suav from hettom or back ut

. Mechanic	Item Sally eleaning	Possible	Earned	weld. Weld should not break away from base metal. 14. Submit completed weld for instructor evaluation.
rod and lise of e sures ar Chemical base met Manipula welding tip. Uniform	selection of flux. equipment, pres- nd flume llv (lenning of	10 10 10 10 10 20 10		Operation Teaches: (Ability to
	nce of weld. rk habits and es. lotal	10		Name: Grade

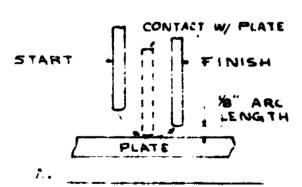


THE ARC WELDING MOLTEN POOL.

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START		STABLIS	₽ *'	NISH B" ARC ENGTH
Σ	F	PLATE		>
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Materials Needed:	
E6011 or E6013 electrodes 1 piece of 1/4" mild steel, 2" x 4"	
Name:	
Date: Grade:	

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Operational Procedure:

- 1. Complete the part identification of the arc welding process illustrated to the left.
- 2. Study the two methods of striking the arc.
- 3. Identify the two methods illustrated.
- 4. Which method is probably the easiest for the beginner?
- 5. Which method is recommended when welding on an AC machine?
- 6. Explain why a long are should be held momentarily when beginning a weld?
- 7. Shortening the arc length causes the amperage to (increase - decrease).
- 8. List the 4 characteristics that most influence the quality of an are weld.

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- 9. Establishing the molten pool:
 - a. Select an E6011 or E6013 electrode and a piece of mild steel 1/4" thick and 2" x 4".
 - b. Select an are welding machine and set the imperage at 100-115 amps.
 - ... bress safely and properly for arc welding.
 - d. Using the two methods of striking the arc. establish the molten pool and complete two short are welded beads 1/2" to 1" in length iollowing the characteristics discussed in item 8.
 - e. Clean slag from welds and evaluate beads and quality of molten pool.
- 10. Complete 3 beads 1 1/2" to 2" in length practicing the techniques and methods of striking the arc discussed. Submit beads for evaluation.

Evaluation Score Sheet:	Points		
ltem	Possible	Earned	
1. Part identification (2 pts)	18		
2. Methods of striking the arc	5		
3. Questions 4-8 (1 pt)	8		
4. Quality of molten pools	25		
5. Arc beads			
a. Uniformity	10		
b. Speed of travel	8		
c. Length of arc	8		
d. Proper amperage	8		
6. Safe working habits	10		
Total	100		

